

Position Description

Position Title	Special Project Lead – RACGP Vision	Reporting to	Program Manager, Funding, reform and regulation
Business Unit	Policy, Research and Advocacy	Direct reports	Nil
Classification	Level F Fixed term, 8 months	Date	17/11/25

Our Organisation

The Royal Australian College of General Practitioners (RACGP) is the voice of Specialist General Practitioners (GPs) in our growing cities and throughout rural and remote Australia. For more than 60 years, we've supported the backbone of Australia's health system by setting the standards for education and practice and advocating for better health and wellbeing for all Australians.

We cultivate a stronger profession by helping the GPs of today and tomorrow continue their professional development throughout their careers, from medical students and GPs in training to experienced GPs. We develop resources and guidelines to support GPs in providing their patients with world-class healthcare and help with the unique issues that affect their practices. We're a point of connection for GPs serving communities in every corner of the country.

Australia's GPs see more than two million patients each week, and support Australians through every stage of life. The scope of general practice is unmatched among medical professionals, so the RACGP supports members to be involved in all areas of care, including aged care, mental health, preventative care and Aboriginal and Torres Strait Islander Health.

Patient-centred care is at the heart of every Australian general practice and at the heart of everything we do.

Our Values

RACGP Employees are expected to uphold our workplace values:



Progressive leadership Forward thinking and proactive leaders who lead by example and empower employees to create and drive innovation



Quality Honouring our Organisational Vision and Mission Statement by constantly striving for excellence in service delivery and advancement in the field



Ethics Committed to acting with morality, integrity and transparency in serving the best interests of all stakeholders



Professionalism Dedicated professionals who respect and collaborate with others and are fully accountable for their actions.

Your Team

The Advocacy, Policy and Research Business Unit champions and facilitates high-quality general practice. This is achieved through involvement in quality initiatives and the development of standards, policy, resources and other tools to support GPs and their practice teams.

The Advocacy, Policy and Research Business Unit advocates for GPs through representation and development of RACGP policy on health sector reform. The business unit also undertakes advocacy on matters relating to the quality and safety of general practice care at both a clinical and practice level, and positions general practice to make a substantial contribution to emerging trends in the Australian healthcare sector.

This role works within the Funding, Reform and Regulation team which develops policy on health system reform, health funding, and patient access to care in ways that promote equity of access to GP services, especially for our most at risk populations.

Your Role

Reporting to the Program Manager, Funding, Reform and Regulation, the Special Project Lead – RACGP Vision will manage the review of the RACGP's *Vision for General Practice and a sustainable healthcare system (the Vision)*. The Vision is a framework for excellence in healthcare and provides the solution to address a range of issues and pressures currently facing the Australian healthcare system. A review of the Vision is required to ensure it continues to be at the forefront of emerging issues across primary care.

As the RACGP's foundational policy document, the Vision underpins all policy and advocacy activities relating to general practice funding and appropriate health system reform. This role will manage the review of the RACGP Vision, ensuring it continues to underpin key RACGP cross organisational policy initiatives. The project will span six months, with the revised Vision due to the RACGP Board in May 2026.

Key Responsibilities

- Manage the Vision review project, including project planning, research and analysis, document drafting, stakeholder engagement and internal approvals. This will include the following activities:
 - Draft a revised version of the RACGP Vision based on feedback provided to date and reflecting current and future health system reform in Australia.
 - Manage multiple meetings of the RACGP Vision Working Group, including developing agendas for the meetings and actioning outcomes.
 - Design and manage several rounds of consultation on the revised RACGP Vision, including with both internal and external (targeted) stakeholders.
 - Liaise with internal stakeholders on key elements of the project, including member engagement, document design and publication, and communication activities.
 - Progress the revised RACGP Vision through the required internal approvals.
- Comply with all relevant workplace policies and procedures.
- Other duties as required by Program Manager.

Qualifications and Experience

Essential

- A tertiary qualification in public health, public policy, business, or related discipline.
 - Knowledge of the Australian health system, including general practice and primary care and previous experience working in health.
 - Ability to work autonomously to develop and drive high-profile projects within defined timeframes.
 - Significant experience in analysing policy issues and developing policy advice and policy documents.
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- An ability to initiate research, seek out relevant data/information and analyse findings to provide evidence-based recommendations.
- Ability to build and manage effective relationships with key industry, government, non-government and internal stakeholders.
- Excellent written skills, with the ability to produce high quality documents for a range of audiences.
- Excellent verbal communication, with the proven ability to influence.
- Microsoft Office proficiency.

Highly Desirable

- Experience working in a health and/or member based organisation
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- Understanding of health economics

Your Relationships

Your role requires interaction with internal and external stakeholders including:

Internal:

- Funding and Health System Reform Department
- Advocacy, Policy and Research Unit staff
- RACGP Expert Committee(s)
- Media and Communications
- Marketing and Publications
- Office of the CEO and President
- RACGP Board of Directors
- RACGP Faculties
- RACGP members

External:

- Government and departmental staff and officials
 - Other relevant organisations and stakeholders, including, but not limited to:
 - Australian Medical Association (AMA)
 - Australian Association of Practice Managers (AAPM)
 - Consumers Health Forum (CHF)
 - Australian Primary Health Care Nurses Association (APNA)
 - Medical Indemnity Insurers
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